CRANSTON SCHOOL COMMITTEE MEETING
MONDAY, NOVEMBER 19, 2012
WESTERN HILLS MIDDLE SCHOOL
400 PHENIX AVENUE, CRANSTON, RI 02920
EXECUTIVE SESSION 6:00 P.M.
IMMEDIATELY FOLLOWED BY PUBLIC SESSION

### **AGENDA**

- 1. Call to Order 6:00 p.m. Convene to Executive Session pursuant to RI State Laws -
- 2. PL 42-46-5(a)(1) Personnel
- 3. PL 42-46-5(a)(2) Collective Bargaining and Litigation:
- a. (Contract Negotiations' Update Secretaries)
- 4. Executive Session
- 5. Call to Order Public Session
- 6. Roll Call Quorum
- 7. Executive Session Minutes Sealed November 19, 2012
- 8. Minutes of Previous Meetings Approved October 10, and 15, 2012
- 9. Public Acknowledgements / Communications
- 10. Chairperson's Communications
- 11. Superintendent's Communications
- 12. School Committee Member Communications
- 13. Public Hearing
- a. Students (Agenda/Non-Agenda Matters)
- b. Members of the Public (Agenda Matters Only)

- 14. Consent Calendar / Consent Agenda
- 15. Action Calendar / Action Agenda

#### RESOLUTIONS

## NO. 12-11-1 - Memorandum of Agreement

Whereas the Cranston School Committee, the Cranston Teachers' Alliance, and the Cranston Public Schools Administration have jointly agreed to collaborate in the implementation of a new evaluation system for the duration of the collective bargaining agreement.

The parties have agreed to utilize the Rhode Island Innovation Evaluation & Support System (RIIESS) to evaluate Cranston teachers.

State-approved evaluation models require rubrics to calculate Professional Practice, Growth and Responsibilities and Student Learning Objectives to evaluate teachers.

The Rhode Island Department of Education has not yet approved rubrics to calculate Professional Practice, Growth and Responsibilities and Student Learning Objectives for certain teaching positions.

The parties agree that it is important that all teachers are evaluated and that the evaluation system is fair.

Therefore, the parties agree to use a modified version of the Cranston Public Schools Tier 1 evaluation for all Cranston Public Schools teachers assigned to positions for which there is no state-approved scoring rubric for Professional Practice, Growth and Responsibilities and Student Learning Objectives until a scoring rubric has been approved by the Rhode Island Department of Education for said positions.

The parties agree to continue to fully implement the Rhode Island Innovation Evaluation & Support System for all other teachers. The documents in current use may be modified by mutual consent of the parties.

The parties agree that the evaluation procedures, timelines and an evaluation appeals process shall continue to be developed by the parties. Once they procedures, timelines and an evaluation appeals process are developed, they shall be included in a Memorandum of Agreement between the parties.

NO. 12-11-2 - Memorandum of Agreement Cranston School Secretaries, L.2044 and Cranston School Committee

The Cranston School Committee and the Cranston School Secretaries (hereinafter referred to collectively as "the parties") agree to the following:

- 1. The parties desire to find ways to reduce the cost of arbitration without sacrificing the quality of service.
- 2. The parties agree to utilize The Labor Relations Connection as an alternative to the current provider for a period of one year, unless thirty (30) days written notice is given to the other party of a party's intention to terminate this agreement. If at the expiration of one year, the parties desire to continue the agreement, it shall automatically renew for another year unless either party provides the other with written notice of its intention to terminate the agreement thirty (30) days prior to the expiration of the agreement.
- 3. This agreement is limited to Rhode Island Council 94, L.2044 bargaining unit as defined in the Master Contract and will only apply to cases submitted for arbitration prospectively.
- 4. In the event either party chooses to terminate this agreement, cases previously filed for arbitration will remain with The Labor Relations Connection until their completion.
- 5. The costs associated with this agreement and The Labor Relations Connection shall be borne equally between the parties.

**RESOLUTIONS** 

PERSONNEL ADMINISTRATION

NO. 12-11-3 RESOLVED, that at the recommendation of the Superintendent, the Executive Director of Educational Programs be appointed:

Joseph Rotz, Executive Director of Educational Programs

Effective Date: December 3, 2012

**See attached Financial Impact Analysis** 

NO. 12-11-4 - RESOLVED, that the School Committee approve or reject a settlement agreement with Administrator "A".

NO. 12-11-5 - RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed for the 2012-2013 school year:

Tara Manion, Step 8 +MLIS

Education...Lesley College, BA, URI, MLIS

**Experience...Middletown School Department** 

Certification...Library Media K-12

Assignment...Itinerant .5 FTE

Effective Date...October 22, 2012

Authorization...Replacement

Fiscal Note...11716030 51110

Alexandra Pagliaro, Step 2

Education...RIC, BS

**Experience...Cranston School Department** 

**Certification...Special Education** 

**Assignment...Itinerant .5 FTE** 

Effective Date...October 29, 2012

Authorization...New

Fiscal Note...16213260 51110

Susan Mastrati, Step 12 +MA

Education...RIC, BA, MA

**Experience...Cranston Retiree** 

Certification...Reading

Assignment...CACTC .5 FTE

Effective date...November 19, 2012

**Authorization...Replacement** 

Fiscal Note...51974121 51110

Debra Favicchio, Step 12 +B+36

Education...RIC, BS

**Experience...Cranston Retiree** 

**Certification...Secondary Math** 

Assignment...CACTC .5 FTE

Effective Date... November 19, 2012

**Authorization...Replacement** 

Fiscal Note...51974124 51110

NO. 12-11-6 – RESOLVED, that at the recommendation of the Superintendent, the following certified personnel be appointed as substitutes on a temporary basis as needed:

Kimberly Swanson, Special Ed, K-12

Elizabeth Stebenne, Elementary

Sigurborg Tremblay, Elementary, PK-6

NO. 12-11-7 - RESOLVED, that at the recommendation of the Superintendent, the following certified staff member be granted a leave of absence without compensation as provided in Article XIX, Section B.4 of the Master Agreement between the Cranston School Committee and the Cranston Teachers' Alliance:

Pierina Riccitelli, Teacher

**Garden City Elementary School** 

Effective Date: November 2012 to January 2014

NO. 12-11-8 – RESOLVED, that at the recommendation of the Superintendent, the following certified staff member be granted a leave of absence without compensation as provided in Article XIX, Section F of the Master Agreement between the Cranston School Committee and the Cranston Teachers' Alliance:

**Timothy Almonte Teacher** 

**Cranston East** 

Effective Date...December 12, 2012 to August, 2014

NO. 12-11-9 - RESOLVED, that at the recommendation of the Superintendent, the retirement of the following certified personnel be accepted:

Susan Yessian, Teacher

**Park View Middle School** 

Effective Date: June 30, 2013

NO. 12-11-10 - RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be appointed as an athletic coach:

John DiBiase, Assistant Coach Boys' Hockey

**CHSE** 

Step-7

Class-C

Playing Competition-High School

**Experience- Coach Cranston Reds Junior Hockey** 

Certification-RI Coaches Certification; CPR\AED\First Aid

William Cavalieri, Assistant Coach Wrestling

**CHSW** 

Step-2

Class-C

**Playing Competition- High School** 

Experience-Coach West Warwick School Department
Certification-RI Coaches Certification; CPR\AED\First Aid

**Justin Switzer, Assistant Coach Wrestling** 

**CHSE** 

Step-3

Class-C

**Playing Competition-High School** 

**Experience-Woonsocket School Department** 

Certification-RI Coaches Certification; CPR\AED\First Aid

Corey Bouchard, Assistant Coach Boys' Basketball

**CHSE** 

Step-3

Class-C

**Playing Competition-High School** 

**Experience-Coach Smithfield School Department** 

Certification...RI Coaches Certification; CPR\AED\First Aid

Clem Soscia, Assistant Coach Girls' Indoor Track

**CHSW** 

Step-7

Class-D

Playing Competition-High School & College

**Experience-Cranston School Department** 

Certification-RI Coaches Certification; CPR\AED\First Aid

NO. 12-11-11- RESOLVED, that at the recommendation of the Superintendent, the following individuals be appointed as volunteer coaches:

Cranston High School West
Michael Boyajian, Jr. Boys' Hockey

NO. 12-11-12- RESOLVED, that at the recommendation of the Superintendent, the following individual(s) be reappointed as an athletic coach:

# **Cranston High School East:**

Richard Glover Head Coach Girls' Basketball
Lloyd Bochner Assistant Coach Girls' Basketball
Paul Bessette Head Coach Boys' Hockey
Robert Bouchard Head Coach Boys' & Girls' Swimming
Robert LaBanca Head Coach Boys' Indoor Track
Dina Cesana Head Coach Girls' Indoor Track
Jennifer Koscho Head Coach Competitive Cheerleading

# **Cranston High School West:**

James Moretti Head Coach Boys' Basketball
Gerard Marzilli Assistant Coach Boys' Basketball
Marty Crowley Head Coach Girls' Basketball
David Fontes Assistant Coach Girls' Basketball

Michael Boyajian Head Coach Boys' Hockey

Matthew Bannon Assistant Coach Boys' Hockey

Jamie Ferretti Head Coach Boys' & Girls' Swimming

Sheila Lagasse Head Coach Girls' Indoor Track

Keith Croft Head Coach Boys' Indoor Track

## **Cranston Co-op:**

Ashley Pagliarini Head Coach Girls' Co-Op Hockey Richard Torres Assistant Coach Girls' Co-Op Hockey

NO. 12-11-13- RESOLVED, that at the recommendation of the Superintendent, the following individuals be reappointed as volunteer coaches:

Cranston High School East
Ray Huelbig Girls' Basketball

Cranston High School West

Matthew Fontaine Boys' Basketball

Michael Schiappa Boys' Basketball

Rachel Knowlton Girls' Basketball

Kelli Jourdain Girls' Co-op Hockey

Donald Pagliarini Girls' Co-op Hockey

Ken Fogarty Boys' Hockey

Jack Hagopian Boys' Hockey

NO. 12-11-14- RESOLVED, that at the recommendation of the Superintendent, the resignation of the following coach(es) be accepted:

Richard Collum, Jr., Assistant Coach – Wrestling Cranston High School East

Effective Date: October 24, 2012

NO. 12-11-15 - RESOLVED, that at the recommendation of the Superintendent, the following non-certified employee(s) be appointed:

**Chantel Walls, Program Assistant** 

Bain + 2

Effective Date...October 29, 2012

**Authorization...Replacement** 

Fiscal Note... 53115160 51110

**Loureana Soares, Site Coordinator** 

**Kidventure** 

Effective Date...October 18, 2012

**Authorization...Replacement** 

Fiscal Note...51719150 51110

Maryjo Greig, Teacher Assistant Stone Hill Effective Date...October 29, 2012

**Authorization...Replacement** 

Fiscal Note...12746020 51110

Pamela Payne, 3hr Teacher Assistant

Stone Hill

Effective Date...October 29, 2012

**Authorization...Replacement** 

Fiscal Note...12746010 51110

Karen Beausoleil, 3hr Teacher Assistant

**Edgewood Highland** 

Effective Date...October 23, 2012

**Authorization...Replacement** 

Fiscal Note...13046010 51110

Rossella Migliaccio, Bus Monitor

**Transportation** 

Effective Date...November 5, 2012

Authorization...New

Fiscal Note...12845090 51110

Giovanni Garcia, Bus Driver (probationary)

**Transportation** 

Effective Date...October 22, 2012

**Authorization...Replacement** 

Fiscal Note...12645190 51110

**Rochelle Langford, Teacher Assistant** 

**Early Childhood Center** 

Effective Date...December 4, 2012

**Authorization...Replacement** 

Fiscal Note...20246010 51110

NO. 12-11-16- RESOLVED, that at the recommendation of the Superintendent, the following non-certified personnel be appointed as substitutes on a temporary basis as needed:

**Kerry Moretti, Secretary** 

Janice Badessa, Bus Driver

NO. 12-11-17 – RESOLVED, that at the recommendation of the Superintendent, the retirement(s) of the following non-certified personnel be accepted:

Maria Alba, Secretary

**NEL/CPS Construction Career Academy** 

Effective Date: December 31, 2012

**Charles Balasco, Custodian** 

**Plant** 

Effective Date: November 30, 2012

#### **BUSINESS**

#### PURCHASES AND PURCHASED SERVICES

NO. 12-11-18- RESOLVED, that at the recommendation of the Superintendent, the revised 2012-2013 budget, as amended, be approved.

NO. 12-11-19 - RESOLVED, that the Administration be authorized to establish the following tuition rates for the 2012-2013 school year:

Half Day Kindergarten \$ 6,255

Grades 1 – 12 \$12,510

Special Education \$57,433

Career & Technical Center – Regular \$15,033

Career & Technical Center – Resource (1-2 classes) \$36,233

Career & Technical Center – Self-Contained (3-5 classes) \$57,433

Sanders Academy \$44,578

**Transition Program** \$24,602

#### **POLICIES AND PROGRAMS**

NO. 12-11-20- RESOLVED, that at the recommendation of the School Committee, the following conference be approved:

Judith A. Lundsten, Superintendent, to travel to Phoenix, Arizona from January 7, 2013 through January 9, 2013, to attend the Gates

Conference on Teacher Evaluation. This conference is at no cost to Cranston Public Schools and is being funded by the Gates Foundation.

NO. 12-11-21 - RESOLVED, that at the recommendation of the Superintendent, the Public Records Request Guidelines Policy 8360.1 be approved for first reading (see policy attached).

NO. 12-11-22 - RESOLVED, that at the recommendation of the Superintendent, the Volunteer Policy be amended for first reading (see policy attached).

NO. 12-11-23 - RESOLVED, that at the recommendation of the Superintendent, the Physical Education Curriculum Grades K-6, be approved for second reading. (Curriculum binder on file in the Curriculum Office, Briggs Building – Cranston Public Schools, 845 Park Avenue, Cranston, RI).

NO. 12-11-24- RESOLVED, that at the recommendation of the Superintendent, the Art Curriculum Grades K-12, be approved for first reading. (Curriculum binder on file in the Curriculum Office, Briggs Building – Cranston Public Schools, 845 Park Avenue, Cranston, RI).

### **TABLED RESOLUTION**

NO. 12-10-01 – Whereas, the City Council requested by resolution that the Cranston School Committee conduct a thorough study of the

economic consequences of privatizing its school bus operations, that the School Committee analyze the experience and economic consequences over five to ten years in other communities that have privatized their bus operations and disposed of their fleets,

Whereas, the School Committee formed a Transportation Subcommittee in May of 2011 to conduct the study as requested by the City Council,

Whereas, the Transportation Subcommittee has met and formally adopted a Transportation report on September 27, 2012, representing the majority opinion of the Subcommittee,

Whereas, such Transportation report includes a 10 year financial analysis on the costs associated with replacing the School District's fleet of buses and the costs and benefits of outsourcing its transportation services versus maintaining the services in-house.

Be it resolved that the School Committee accepts the Transportation Subcommittee's Majority Report in satisfaction of the City Council's resolution and as the best financial analysis available for the School District's options for replacing the bus fleet.

- 16. Public Hearing on Non-Agenda Items
- 17. Announcement of Future Meetings December 5 and December 10, 2012

18. Adjournment

School Committee Members who are unable to attend this meeting

are asked

to notify the Chairperson in advance.

Interested persons and the public at large, upon advance notice, will

be given a fair opportunity to be heard at said meeting on the items

proposed on the Agenda.

Any changes in the agenda pursuant to RIGL 42-46-6(e) will be posted

on the school district's website at www.cpsed.net, Cranston Public

Schools' Administration Building, 845 Park Avenue, Cranston, RI; and

Cranston City Hall, 869 Park Avenue, Cranston, RI and will be

electronically filed with the Secretary of State at least forty-eight (48)

hours in advance of the meeting.

Individuals requesting interpreter services for the hearing impaired

must notify the Superintendent's Office at 270-8170 72 hours in

advance of the meeting date.

Notice Posted: November 16, 2012

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8360.1

### PUBLIC RECORDS REQUEST GUIDELINES

The Cranston School Department adheres to the Access to Public Records Act, R.I. Gen. Laws 38-2-1, et. seq., and has instituted the following procedures for the public to obtain public records.

- 1. The regular business hours of the Department are 8:00 a.m. to 4:30 p.m.
- 2. You are not required to provide identification or the reason you seek the information, and your right to public records will not depend upon providing identification or reasons.
- 3. In order to ensure that you are provided with the public records that you seek in an expeditious manner, unless you are seeking records available pursuant to the Administrative Procedures Act or other documents prepared for or readily available to the public, we ask that you complete the Public Records Request Form located in the Superintendent's Office, Administration Building, located at 845 Cranston, Park RI website Avenue, 02910, our or on http://www.cpsed.net or otherwise submit your request in writing (email requests will not be accepted) addressed to:

**Superintendent of Schools** 

**Cranston Public Schools** 

845 Park Avenue

Cranston, RI 02910

4. You may also obtain a copy of the Attorney General's Guide to Open Government, which can be found at http://riag.ri.gov (then

proceed to the link entitled "Open Government").

- 5. Please be advised that the Access to Public Records Act allows a public body ten (10) business days to respond, which can be extended an additional twenty (20) business days for "good cause." We appreciate your understanding and patience.
- 6. The Cranston School Department is committed to providing you with public records in an expeditious and courteous manner.

First Reading: November 19, 2012

Resolution No. 12-11-20

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OFFICE OF THE SUPERINTENDENT
PUBLIC RECORDS REQUEST FORM
UNDER THE ACCESS TO PUBLIC RECORDS ACT

Date	Request Number
Name (optional)	
Address (optional)	
Telephone (optional)	
Requested	
Records:	

OFFICE USE ONLY				
Request taken by:				Reques
Number				
Date:T	ime:		_	
Records to be available Up	on:	N	lail	Picl
Records provided:	_			
Costs:copies retrieval	sea	arch		and
Forward this Document (Superintendent's Office)	to the	Open	Governme	nt Uni
Office of the Super Receipt				

If you desire to pick up the records, they will be available on \_\_\_\_\_\_. If, after review of your request, the Department determines that the requested records are exempt from disclosure for a reason set forth in the Access to Public Records Act, the Department reserves its right to claim such exemption.

Note: if you chose to pick up the records, but did not include identifying information on this form (name, etc.), please inform the assistant in the Superintendent's office of the date you made the request, records requested and request number.

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**VOLUNTEERS IN SCHOOLS** 

1240.1

### STATEMENT POLICY

Cranston Public Schools appreciates volunteer efforts in its schools. Parents, college students, senior citizens, elected officials, business representatives, and community members are important sources of support and expertise that enrich the instructional program, assist teachers, and connect the student body with the community.

# DESCRIPTION

A volunteer is any non-compensated person who wishes to donate his/her time for any public school related activity within a school building. Volunteers must adhere to all Cranston Public Schools policies and regulations including but not limited to Code of Conduct, Confidentiality, etc.

Volunteers shall not physically discipline a student.

#### REQUIREMENT

Volunteers shall be required to complete an Information and Disclosure Statement, including references and information about prior volunteer experience. In addition, volunteers may be required to participate in an orientation and/or training established by Cranston Public Schools.

#### AGE REQUIREMENT

Volunteers must be a minimum of 18 years of age.

#### CONFIDENTIALITY

Volunteers must keep confidential what they observe. Volunteers must maintain confidentiality, and are not permitted to discuss student/school related issues in the outside community. Volunteers shall not have access to confidential information / files / records. &#8195:

#### SAFETY AND SECURITY

Any person seeking to volunteer who has not previously volunteered with the Cranston Public Schools during the past twelve (12) months shall undergo a national and state criminal background check to be initiated prior to the commencement of volunteer work.

The applicant shall apply to the bureau of criminal identification (BCI), Department of Attorney General, state police or local police department where they reside, for a national and state criminal records check. Fingerprinting shall be required. Upon the discovery of any disqualifying information, the bureau of criminal identification, state police, or local police department will inform the applicant in writing of the nature of the disqualifying information; and, without disclosing the nature of the disqualifying information will notify the Cranston School Department in writing that disqualifying information has been discovered.

The cost of the background check, if any, is the responsibility of the applicant. Funds may be made available for those who are unable to cover the cost of the background check. Inquiries may be made with Human Resources.

Volunteers shall not be with a student(s) outside the presence of a classroom teacher, administrator, or appropriate school personnel, unless authorized by said classroom teacher, administrator or

appropriate school personnel. A volunteer shall not, in his or her volunteer capacity, be in a one-on-one situation with a child, during or outside of a school day.

Volunteers must provide identification and sign in/out at the school's main office. Volunteers shall wear the "Visitors" badge or other means of identification, as required by school policy.

#### VOLUNTEER LIABILITY AND INDEMNIFICATION

A volunteer shall at all times indemnify and hold harmless the Cranston Public Schools and its officers, agents and employees from any and all claims, damages and expenses arising out of injuries to persons or damage to property which resulted from any omissions or negligent acts of the volunteer.

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#### **EXCLUSION**

This Policy may not apply to parents observing classrooms, guest speakers, performers, student mentors who are enrolled in Cranston Public Schools, truancy court personnel, newspaper reporters, vendors for school related items such as rings, yearbooks, delivery vendors, and alike, provided they are accompanied by the Superintendent or school personnel.

#### RECORD RETENTION

The Office of Human Resources shall maintain an accurate file of signed Volunteer Disclosure Statements and criminal background checks as required by policy.

#### DISQUALIFYING INFORMATION

If there is any disqualifying information concerning a potential volunteer set forth in the BCI report, it shall be the responsibility of the Superintendent or his/her designee to notify the potential volunteer and explain that he/she will not be able to participate due to the information contained in the report. The Superintendent or his/her designee shall also provide the potential volunteer with the opportunity to meet with the Superintendent to discuss the matter.

If the potential volunteer elects to have the meeting with the Superintendent, then at that meeting, notwithstanding the disqualifying information, the Superintendent may make a judgment regarding whether the individual may volunteer in the Cranston Public Schools. In determining whether to allow an individual with a disqualifying record to volunteer, the Superintendent may consider the following factors:

(1) Time frame of conviction; (2) Rehabilitative efforts of the

applicant; (3) The applicant's community involvement; (4) References;

(5) Experience with children; and (6) Any other factors deemed relevant.

For purposes of this policy, "disqualifying information" means those offenses listed in R.I.G.L. §§23-17-37, 11-37-8.1 (first degree child molestation) and 11-37-8.3 (second degree child molestation).

### **APPEALS PROCESS**

Any volunteer wishing to appeal the Superintendent's decision may do so by writing a letter to the Chairperson of the School Committee within ten days of the Superintendent's decision, requesting a hearing before the School Committee, and shall be advised of this process by the Superintendent. The School Committee shall independently consider the request and may consider the same factors set forth above.

#### **ENACTMENT**

This policy shall take effect immediately upon passage.

THIS POLICY SHALL BE INTERPRETED AND IMPLEMENTED IN COMPLIANCE WITH THE REQUIREMENTS OF THE RHODE ISLAND CIVIL RIGHTS OF PEOPLE WITH DISABILITIES ACT AND ALL OTHER ANTI-DISCRIMINATION LAWS.

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**Administrator's Compensation Schedule** 

**Fiscal Year 2012-2013** 

NAME POSITION SCHOOL

ANN

SALARY

**HEALTH DENTAL LIFE PENSION SURV** 

**BEN OASDI MEDICARE TOTAL Fringe Sal & Fringe** 

Rotz, Joseph \* Exec. Director Briggs 59,942.00 9806 645 19 8,398 96 0 869 19,833 79,775

**Administrator's Compensation Schedule** 

Fiscal Year 2013-2014

NAME POSITION SCHOOL

ANN

**SALARY** 

**HEALTH DENTAL LIFE PENSION SURV** 

**BEN OASDI MEDICARE TOTAL Fringe Sal & Fringe** 

Rotz, Joseph Exec. Director Briggs 103,900.00 18491 1182 33

15,440 96 0 1507 36,748 140,648

Administrator's Compensation Schedule

Fiscal Year 2014-2015

NAME POSITION SCHOOL ANN

SALARY HEALTH DENTAL LIFE PENSION SURV

# **BEN OASDI MEDICARE TOTAL Fringe Sal & Fringe**

Rotz, Joseph Exec. Director Briggs 103,900.00 20340 1300 33 16,395 96 0 1507 39,670.97 143,571

Based upon an effective date of 12/3/2012.